

**Central Region Council**  
**Executive Committee Meeting - Minutes**  
**May 13, 2004**  
(amended 5/27/04)

**Attendees:** Jane Reister Conard-Chair, Greg Diven, Charles Daud, Norm Fitzgerald, Paul Jackson, Karen Silver, Jon Pierpont, Commissioner Gene White, Diane Lovell, Leno Franco, Melissa Olsen.

**Excused:** Edward Armour, Douglas Johnston, Kerry Steadman and Kim Auberger

**Welcome & Announcements-Jane Reister Conard:** Meeting started at 12:04 p.m. Jane welcomed the committee, thanked everyone for coming and shared the following remarks:

- We had 60 people attend the council retreat and Jane was very pleased with the outcome of the event. The State Council meeting was also held after the council retreat and also had a great turnout.
- The West Valley Employment Center was awarded the “IAWP One Stop of the Year Award”. Jane congratulated Jon Pierpont, Director and Laurel Morris, West Valley EC Manager for this award. Jane mentioned that this announcement will be made at the Regional Council meeting on May 27<sup>th</sup>.
- The DWS Workforce Investment Plan comment period is open until May 30<sup>th</sup>. Jane encouraged the members to read the comments. It was recommended this item be on the 5/27 regional council agenda.
- The council recommended the State Council increase the training dollar cap from \$5,000 to \$7,000. The recommendation did not have the support of the other regions and therefore the State Council did not approve the recommendation. The \$5000 cap may be exceeded on a case-by-case basis and we will continue with the current policy.

**Chair's Report-Membership Update and Recommendations-Jane**

- Ali Wilkinson-Vice President in Women's Banking at Zions Bank has agreed to join the Council and upon approval she will fill the large business vacancy. We then will have three remaining vacancies: one small and one large business and one elected official. We will ask for Kerry Steadman's assistance in getting a replacement for Councilman David Wilde. Doug Wolma of Detroit Diesel -Tooele has expressed interest in Council membership and plans to attend the May 27<sup>th</sup> meeting.
- Jane asked the committee if they would like to consider the membership application of Dr Jill Merritt, jMerritt Alliance who has attended meetings and wants to be involved on the Council. The consensus of the group was to recommend her membership to the full council. Ed Armour will be asked to suggest potential members from the Chamber of Commerce and the construction industry.
- Jane summarized the selection process for Council Chair and Vice Chair. The process will begin with open nominations in May and conclude at the June 24<sup>th</sup> meeting with written ballots. DWS Counsel will be asked for an interpretation regarding our process – the body electing its officers – and whether or not we are complying with the Utah Code. By statute, the chair has to be ratified by the

Consortium of Counties. Jane supports the democratic approach used by the Council to elect/select its officers. At the May meeting, eligible candidates will be identified. All business representatives (large and small) are eligible – including newly appointed members. The nomination period will begin after the May meeting and will close on June 24<sup>th</sup>. Voting will be conducted by ballot at the June 24<sup>th</sup> Meeting and a new Chair and Vice Chair will be officially seated in July.

Jane is withdrawing her name from consideration and noted that she has enjoyed being Chair. She wants to go out on a high point, having a good relationship with the Department, the Director and the Council.

#### **Agenda Setting for May 27<sup>th</sup> Regional Council meeting-Jane**

- Nominations process
- New member approval
- Committee reports-hopefully goals will be completed and have their objectives. Jane felt if the committees had two goals that would be great.
- Carolyn Parsons – 15 min. DWS Equal Opportunity Presentation.
- Executive Roundtable update.

**Executive Committee-2005 Objectives (next steps)-Jane (Greg assumed the Chair upon Jane's exit)** Greg announced that the Committee needed to develop action steps for 2005 for the previously agreed upon goals. He suggested that the steps be developed soon and that a couple of goals be selected to work on as a priority. Paul suggested working on goal #2 and combining goals #1 and #3. An extra 15-20 minutes at the June 10<sup>th</sup> Executive Committee meeting will be devoted to working on the two goals and action steps.

#### **Committee Reports-Members**

- Marketing-no report
- Facilities-Norm
  - Norm reported that there is concern about the Tooele Employment Center lease and the facility's needs.
  - The Downtown facility is at a critical stage and we need to be looking at a new lease/location. The problem is that there is a lot of open space in the building and the EC design isn't the best and moving the facility has been considered in the past. Currently, Raylene Ireland feels that the location of the Downtown EC accommodates the population that uses the Center. Greg asked if there had been any studies done showing how customers would be impacted and where they would go if the Center was moved to a different location. Our main concern is accommodating the customers. We have looked at renewing the lease with Royalwood. Jane suggested inviting Jean Steidl, our facility coordinator to one of our meetings so we can see if we're on the same page and discuss plans for the Downtown office. Norm thought we needed to let her know the concerns of the Council.
- Basic Needs-Karen: Need Help cards are being printed.
- Training and Development-Norm: Schools drop along the way and the committee is working closely with staff on how we can better spend our monies appropriately.

- Youth Council-Paul
  - The next meeting is May 17<sup>th</sup>.
  - The Youth Council has begun the process of developing goals and objectives for 2005.
  - On Monday, May 17<sup>th</sup> a discussion will be held regarding the renewal of the WIA youth contract with Salt Lake County's YES program through September 2005.

**Executive Roundtable-Status Report-Greg:** The Committee has decided that the first Roundtable will involve the manufacturing industry. On May 19<sup>th</sup> John Hill and Jon Pierpont will meet with a group of HR Manufacturers to talk about plans and get their input and suggestions regarding topics for the first Roundtable. Roundtables will be held over lunch for approximately 1 ½ hours and the attendees will be asked, among other questions, if there is one job that DWS can help them fill. Greg would be happy to provide additional details as requested.

**Old Business –Charles Daud** reminded the Committee that criteria needs to be developed for Awards of Recognition, such as the award that was presented to Norm Fitzgerald at the April Retreat. It was agreed that this should be an agenda item for discussion and action in the future. (added as a correction to minutes on 5/27/04)

**New Business-Greg:** Karen Silver announced that there will be a Utah Issues conference on poverty issues is at the U of U student Union building on June 10<sup>th</sup> and 11<sup>th</sup>. Registration is free. For more information go to [www.UtahIssues.org](http://www.UtahIssues.org). Karen will bring flyers to the meeting on May 27<sup>th</sup>.

Meeting adjourned at 1:10 p.m.